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FEDERAL GOVERNMENT ACCOUNTANTS ASSOCIATION WASHINGTON

Founded September 14, 1950

P. O. BOX 423
WASHINGTON, D. C., 20044

Inclusive Report Y
Jb-5425

CHAPTER EXECUTIVE
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December 23, 1966

Honorable Richard Helms
Director of Central Intelligence
Washington, D. C. 20505

Dear Mr. Helms:

Once again the Washington Chapter of the Federal Government Accountants Association is pleased to announce its annual awards program. This program was established to honor government employees who have made an outstanding achievement to the improvement of financial management. The enclosed brochure provides a description of the program and the criteria for nominations.

We welcome your nominations of employees who have made outstanding contributions in one or more areas of financial management. Some examples are shown under paragraph 6 of the enclosed brochure.

In making nominations, your agency is free to utilize its existing awards program. If you or your agency awards committee have any questions, please write the Committee on Cooperation with Government Agencies, or call any member listed on the back of the brochure.

The agency nominations are due February 28, 1967. The nominations should be sent to Mr. William G. Pierce, Chairman, Committee on Cooperation with Government Agencies, Washington Chapter, Federal Government Accountants Association, P. O. Box 423, Washington, D. C. 20044.

We thank you for your cooperation and look forward to receiving your nominations.

Sincerely yours,

B.F. Robinson

Benjamin F. Robinson
President

Enclosure

Federal Government Accountants Association

Sponsored By



Announcing The 8th Annual Awards Program for Outstanding Achievement in the Improvement of Financial Management in the Federal Service

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1. Purpose. The purpose of the Federal Government Accountants Awards Program is to accord special recognition of outstanding achievement in developing and improving financial management in the Federal Service through effective use of accounting as an integral element thereof, and to stimulate interest in accounting as a professional career in the Federal Government.

2. Type of Award. The awards will be honorary in recognition of creative efforts and important contributions toward Federal financial management objectives. Recognition will be given by the awarding of scrolls to outstanding individuals, or groups, who meet the standards stated in these rules and guidelines. From those nominated by the agencies, selections for the awards will be made by the Awards Committee.

3. Awards Committee. The Awards Committee will be appointed by the President of the Washington Chapter.

4. Eligibility. Any member of the FGAA of Washington or any person in the Washington Metropolitan Area who was employed in the Federal Service at the time the work being recognized was performed will be eligible for consideration for an Award. The individual must have a record of exceptional competence, integrity and devotion to his field of endeavor and his achievement must constitute a notably outstanding contribution to financial administration, during the year immediately preceding February 28, 1967.

5. Area of Awards. Nominations for awards are requested (see item 7) in the area of financial management as determined by the Awards Committee. This area may include, but is not limited to such activities as:

- a. Accounting systems
- b. Auditing
- c. Accounting operations
- d. Programming, Planning and/or Budgeting
- e. Financial reporting
- f. Automatic data processing
- g. Financial management training
- h. Performance and productivity accounting

6. Guidelines and examples of Achievement to be Considered. In selecting candidates for nomination, agencies should consider accomplishments made to implement financial management legislation designed to improve management planning and control techniques and, through better use of information, has resulted in more efficient and economical operations. Examples:

a. Developed a single integrated financial management system, based on a framework of planning and control by activity and area of responsibility, and utilizing costs as a basis of control at operating levels in tandem with fund management and control only at appropriately higher levels.

b. Conducted a complete functional analysis of agency operations, resulting in an approved activity account structure, by organization unit, for common use in program planning, budget formulation, presentation, and execution; and identification of related quantitative data for regular use in projection and performance evaluation.

c. Developed and documented an accrual accounting system in conjunction with or in contemplation of internal cost-based budgeting, designed to serve through effective reports the informational needs of an existing or planned integrated financial management system.

d. Developed and initiated a comprehensive system for the overall audit of major agency-wide programs.

e. Initiated or developed an automatic data processing system to meet the agency's financial and statistical reporting needs.

f. Developed a comprehensive financial management training program.

g. Conducted a comprehensive financial management study which resulted in the establishment of more efficient and effective management.

7. Nominations. Each nomination should be supported by a written justification which should cite specific examples and details. The supporting data should be limited to facts, insofar as possible, rather than opinions or conclusions and should not exceed two typewritten pages. The nomination should include the nominee's name, position, title and grade, organizational location, residence or post office address, education, degrees received and any other pertinent information. Agencies should feel free to use their existing awards program when selecting nominees.

All nominations must be in the hands of the Committee by February 28, 1967, mailing address as follows: William G. Pierce, Chairman, Committee on Cooperation with Government Agencies, P. O. Box 423, Washington, D. C. 20044.

8. Presentation. The awards will be presented publicly at the regular dinner meeting of the FGAA of Washington in May 1967. The award winners will be guests of honor. As much publicity as possible will be given Award Winners.

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FEDERAL GOVERNMENT ACCOUNTANTS ASSOCIATION OF WASHINGTON

Executive Registry
66-1963

Founded September 14, 1950

DD/S 66-2361

P. O. BOX 423

WASHINGTON, D. C., 20044

April 28, 1966

CHAPTER EXECUTIVE COMMITTEE F.Y. 1966

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George Washington University

Chairman, Committee on Cooperation with Governmental Agencies

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Post Office Department

Chairman, Committee on Cooperation with Other Professional Organizations

Michael L. Gudis

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Chairman, Bylaws Committee

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Chairman, News Bulletin Committee

Harold G. Davis

United States Information Agency

Chairman, Publications Committee

William M. Owens

Department of State (AID)

Co-Chairman, ADP Roundtable

Nicholas F. Schauer

Treasury Department

Co-Chairman, Financial Management Roundtable

Harold J. Selinsky

Federal Aviation Agency

Assistant Treasurer

John E. Gowley

Department of Labor

Assistant Secretary

John W. Hultel

Post Office Department

Admiral W. F. Raborn
Director, Central Intelligence Agency
Washington, D.C. 20505

Dear Admiral Raborn:

The Washington Chapter of the Federal Government Accountants Association was most pleased at your response to the Seventh Annual Awards Program.

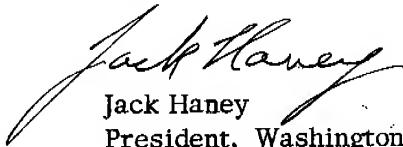
You are indeed fortunate in having such outstanding financial management in the Central Intelligence Agency as indicated by your description of the accomplishments under the leadership of Mr. Robert H. Fuchs.

The Special Awards Committee which was appointed to recommend winners under the Seventh Annual Awards Program felt that your nomination of Mr. Fuchs was more in the category of financial leadership and should be considered for a Distinguished Leadership Award. Distinguished Leadership Awards are made at the National level by a National Awards Committee.

I am happy to inform you that, in compliance with a unanimous vote of the Washington Chapter Executive Committee, we have transmitted to the Chairman of the National Awards Committee the nomination of Mr. Fuchs for a Distinguished Leadership Award.

The winners of the Distinguished Leadership Awards will be announced at the National Symposium of the Federal Government Accountants Association at Minneapolis in June.

Sincerely yours,



Jack Haney
President, Washington Chapter